

*George Robertson*

Duties of Chief of Map Procurement

The duties of the Chief of Map Procurement are:

1. To procure all reference maps and related publications available for distribution (Gazetteers, Glossaries, etc.), of JANIS areas, for use by this Board, including the following:
  - (a) Procurement in advance of receipt of material from contributing agencies. This will be done in order to have these maps available to members of JISPB for research and reference.
  - (b) Obtaining complete coverage in largest scale available, for JANIS area, and in addition H.O. charts, AAF charts and other special maps of designated area, within the JANIS limits.
  - (c) Maintaining complete files and destroying maps when they have served their purpose.
2. To maintain and keep current "Responsibility Area of JANIS" in the AMS catalogue. The catalogues of other agencies will be replaced as new editions are published. The catalogues will be used in requesting maps. The AMS catalogue will be kept current by the use of the weekly publication list and the progress report.
3. To make a study of JANIS area maps (especially large scale) in compilation at AMS, OSS, AAF, H.O., USGS, C & GS, and other sources, noting date and kind of source material and estimated completion date. This study will be complete and report made far enough in advance to incorporate the latest information at the time contributors are preparing graphic material.
4. To check map evaluation chapters for proper classification and to make certain that all important series have been covered.

This work will be coordinated with the Plans Officer.

JCS Declassification/Release Instructions  
on File